



TOWN OF ELLINGTON

55 MAIN STREET • P.O. BOX 187
ELLINGTON, CONNECTICUT 06029-0187

www.ellington-ct.gov

TEL. (860) 870-3120

TOWN PLANNER'S OFFICE

FAX (860) 870-3122

ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES SEPTEMBER 11, 2013

PRESENT: Chairman Sean Kelly, Vice Chairman Chris Todd, David Hurley arrived 7:06, Stefanie Cunningham, Stanislav Moline arrived at 7:06 and Alternate Donna Resutek

ABSENT: Gilbert Gamboa

STAFF

PRESENT: Lisa Houlihan, Acting Town Planner and Kristin Michaud, Recording Secretary

I. CALL TO ORDER:

Chairman Kelly called the EDC meeting to order at 7:03 p.m.

II. PUBLIC COMMENTS: NONE

III. NEW BUSINESS:

BY CONSENSUS, THE COMMISSION ADDED TO THE AGENDA A DISCUSSION REGARDING THE TOLLAND COUNTY CHAMBER OF COMMERCE BENEFITS OF MEMBERSHIP.

Lisa Houlihan, Acting Town Planner, stated that the Tolland County Chamber of Commerce would like to come and do a brief presentation as to why it would be beneficial for the Commission to become a member. They will present at the next regular meeting of the EDC.

NO MOTIONS OR DECISIONS

IV. UNFINISHED BUSINESS:

1. Report: Agricultural Initiatives

Nothing to report.

NO MOTIONS OR DECISIONS

2. Report: Business Directory

Ms. Houlihan stated that assistance has been obtained to help create a comprehensive business database needed for the online directory. Starting next week, Kristin Michaud, Administrative Secretary, will come in on Fridays to solely work on this project. The goal is to submit a comprehensive database to WebQA by October 7th to provide them adequate lead-time to "go live" by November 1, 2013. She stated the Assessor's Office has provided an up-to-date list of Ellington businesses that will be used as a basis for the database; noting that this list only includes names and address information however, the online database requires more information. She stated most of this information could be found online and others will require phone calls. To assist with phone calls, Ms. Houlihan created a contact guidance script. She noted that from a priority standpoint we will begin with businesses along West and Somers Roads, town center businesses and businesses in the southern areas of town.

The Commission discussed several ideas for the directory name and the directory logo that will be attached to the town website.

Discussion ensued.

NO MOTIONS OR DECISIONS

3. Report: Business Surveys and Site Visits

Nothing new to report.

NO MOTIONS OR DECISIONS

4. Report: Tax Incentive Programs

Nothing new to report.

NO MOTIONS OR DECISIONS

5. Report: Current Economic Activity

Nothing new to report.

NO MOTIONS OR DECISIONS

V. ADMINISTRATIVE BUSINESS:

1. Approval of the August 14, 2013, regular meeting minutes.

MOVED (TODD), SECONDED (MOLINE) AND PASSED UNANIMOUSLY TO APPROVE THE AUGUST 14, 2013 MEETING MINUTES AS WRITTEN.

2. Correspondence:

a. HABITAT, Summer 2013

SO NOTED

BY CONSENSUS, THE COMMISSION ADDED TO THE AGENDA A DISCUSSION REGARDING THE SCOPE OF SERVICE FOR THE ROUTE 83 CORRIDOR STUDY.

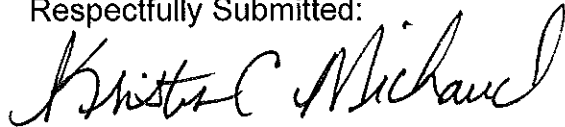
Ms. Houlihan reviewed with the Commission the scope of services, noting that a contract was recently signed and the consultant is scheduled to meet with the Planning & Zoning Commission on September 26, 2013. The project involves two components the first is an evaluation of the Route 83 corridor in terms of land use, zoning and future buildout and an evaluation of multi-family zoning and regulations. Thereafter an inventory and analysis of land use, zoning, environmental constraints and infrastructure capacity (traffic implications too) will take place. She stated that the EDC will be a part of the study.

NO MOTIONS OR DECISIONS

IV. ADJOURNMENT:

MOVED (TODD), SECONDED (MOLINE) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:13 P.M.

Respectfully Submitted:

A handwritten signature in black ink, reading "Kristin C. Michaud". The signature is written in a cursive, flowing style.

Kristin C. Michaud
Recording Secretary